



# County of Los Angeles

## CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN  
Chief Administrative Officer

June 15, 2004

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

### **APPROVE CONTRACT FROM THE CALIFORNIA DEPARTMENT OF EDUCATION (ALL DISTRICTS) (3 VOTES)**

### **JOINT RECOMMENDATION WITH THE CHILD CARE PLANNING COMMITTEE THAT YOUR BOARD:**

1. Approve and instruct the Chairman to sign the attached contract (Attachment A) with the California Department of Education/Child Development Division (CDE/CDD) in the amount of \$319,356, for the period beginning July 1, 2004 through June 30, 2005. These funds will support ongoing local child care planning efforts of the County of Los Angeles Child Care Planning Committee (Planning Committee).
2. Adopt the attached resolution (Attachment B) to authorize the Chief Administrative Officer, or his designee, to act as the agent for the County to execute attached Federal certifications regarding lobbying, debarment, suspension, a drug-free workplace, other forms attached, as well as any amendments that may be deemed necessary to implement this contract.
3. Authorize the Planning Committee, with staff support from the Office of Child Care, within the Service Integration Branch of the Chief Administrative Office, to implement the contract.

### **PURPOSE OF RECOMMENDED ACTION**

Acceptance of this contract will support the ongoing implementation of local child care planning activities mandated in the California Education Code, Sections 8499-8499.7. The Education Code mandates that local child care and development planning councils provide a forum for the identification of local priorities for child care services and the development of policies to meet these needs.

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

The work of the Planning Committee supports the County's Strategic Plan, Goal 3 on Organizational Effectiveness, and Goal 5 on Children and Families' Well-Being. The members of the Planning Committee represent the ethnic, programmatic, and geographic diversity of the County of Los Angeles. The Planning Committee is an effective conduit for information between the CDE/CDD and service providers in the County. The Planning Committee promotes a Countywide perspective on child care services, and plays a unique role in providing leadership on these issues.

### **JUSTIFICATION**

Formal approval of this contract by your Board is required to receive financial support from CDE/CDD. The period covered by this contract is July 1, 2004 through June 30, 2005.

### **FISCAL IMPACT**

This action will provide \$319,356 to fund the operations of the Planning Committee, including salaries and employee benefits for staff in the Office of Child Care, consultant services, equipment, materials development, printing and distribution, and travel and training. Planning Committee members serve as uncompensated volunteers. Parent representatives who incur child care costs in order to participate in Planning Committee meetings receive a stipend, which does not exceed \$35 per meeting. Similarly, members who are licensed family child care providers and incur substitute caregiver costs in order to participate in monthly meetings are eligible for a stipend, which does not exceed \$50 per meeting.

### **FINANCING**

This contract has a maximum reimbursable amount of \$319,356 and a Maintenance of Effort requirement (net County cost) of \$64,000. Funding is included in the Chief Administrative Office Fiscal Year 2004-05 Proposed Budget.

### **FACTS AND PROVISIONS**

The Planning Committee has been operating under contract with CDE since 1995. The Education Code defines a number of specific tasks for local child care planning councils, including:

- Operating within the parameters of the Education Code, including the appointment of members by the Board of Supervisors and the County Superintendent of Schools.

- The 2004-05 membership slate will be presented to your Board for endorsement in June 2004. As required by the Education Code, 20 percent of the members are drawn from each of the following five categories: 1) Child Care Consumers; 2) Child Care Providers; 3) Public Agencies; 4) Community Representatives; and 5) Discretionary Appointees.
- Conducting a Countywide child care needs assessment at least once every five years.
  - In August 2000, your Board and the County Superintendent of Schools endorsed the Planning Committee's Child Care Needs Assessment. Recognizing the change in economic and demographic realities, the Planning Committee has launched an update to the Needs Assessment, which will be completed by December 2004.
- Preparing a comprehensive County plan to address the needs identified in the Needs Assessment.
  - The Planning Committee developed a 10-year Strategic Plan for Child Care and Development for the County of Los Angeles. The Plan was approved by your Board in September 2003, and endorsed by the Superintendent of Schools in March 2004.
- Designing a system to consolidate the waiting lists of local CDE/CDD-funded child development programs.
  - The Planning Committee implemented the County of Los Angeles Centralized Eligibility List (CEL), which is administered by the Office of Child Care. The CEL database currently contains approximately 80,000 child records and is used by 17 CDE-funded contractors. Training and registration of additional CDE/CDD-funded contractors continues.

### **IMPACT ON CURRENT SERVICES**

The mission of the Planning Committee is to engage parents, child care providers, allied organizations, the community, and public agencies in collaborative planning efforts to improve the overall child care infrastructure of the County of Los Angeles, including the quality, continuity, affordability, and accessibility of child care and development services for all families.

In addition, the Planning Committee, with staff support from the Office of Child Care, is overseeing the AB 212 - Investing in Early Educators Program. This program provides cash stipends to persons who are completing additional college level coursework while

working directly with children at least 20 hours per week in CDE/CDD-funded child development centers. Since spring 2002, a total of 3,140 stipends have been awarded, totaling to more than \$7.8 million. Two more award cycles are in progress for 2004-05.

To advance its mission in the coming year, the Planning Committee will:

- Continue implementation of the 10-year Strategic Plan for Child Care and Development in the County of Los Angeles;
- Support development of the Universal Access to Preschool and Early Care and Education initiative of the First 5 LA Commission;
- Implement an additional cycle of the Investing in Early Educators Program and conduct an evaluation of the impact of the program;
- Increase the number of CDE-funded contractors using CEL;
- Complete an updated Needs Assessment of early care and education and supervised school-age enrichment services in the County of Los Angeles; and
- Facilitate the expansion of child development services to children with disabilities and other special needs.

## **CONCLUSION**

Two signed copies (original signatures are required) of the contract and resolution should be returned to:

- Chief Administrative Office, Service Integration Branch, Office of Child Care, 222 South Hill Street, 5<sup>th</sup> Floor, Los Angeles, CA, 90012. Copies will be forwarded to CDE/CDD, as required.

Respectfully submitted,

DAVID E. JANSSEN  
Chief Administrative Officer

BONNIE L. BAILER, Chair  
Child Care Planning Committee

DEJ:BLB  
LS:KMS:LE:sg

Attachments (2)

c: Auditor-Controller

Board letters-memos/LPC 2004-05 contract